

SUMMARY OF MINUTES

May 15, 2014

1. Call to Order

With a quorum of the Board Members present, Chairman, Michael Ward called the meeting of the Aviation Advisory Board to order at 4:09 p.m., Thursday, May 15, 2014, at Fort Worth Meacham Airport, 4201 N. Main St, Fort Worth, Texas 76106.

Board Members Present: District 7, Michael Ward, Chairman
District 6, Erik Brown, Vice Chairman
District 4, Alex Jimenez
District 1, Jeff Law,
District 8, Ericka Calton,
District 5, Michael Dean,
District 2, J D Jimmerson

Board Members Absent: District 3, William Lawson,
District 9, Patricia Randle

City Staff: Bill Welstead, Aviation Director
Jeff Kloska, Meacham Airport Manager
Aaron Barth, Spinks Airport Manager
Charlene Sanders, Assistant City Attorney
Anne-Marie Stowe, Board Liaison
James Burris, Administrative Services Manager
Serge Walczak, Meacham Airport Supervisor
Ruseena Johnson, Capital Programs Specialist

2. Consideration of the Minutes for the April 17, 2014 regular meeting

Motion: Jeff Law **Second:** J D Jimmerson **Approved**

3. Action Items

0501 The Aviation Advisory Board Recommends that the City Council Adopt the Proposed Aviation Minimum Standards for Fort Worth Meacham International Airport, Fort Worth Spinks Airport and Fort Worth Alliance Airport (Council District 2, 6 and 7)

Motion: Ericka Calton **Seconded:** Alex Jimenez **Approved Unanimously**

The Chair invited comments or discussions from the public before calling for a vote; there was no response from the public.

DISCUSSION:

Information was requested about the ITC. The Infrastructure and Transportation Committee (ITC) is made up of council members; it is a committee that sees and hears issues that would affect the infrastructure of the City, prior to going to full council. Typically, items will run through a Board, then through the ITC, and then on to Pre-Council and Council.

A question was asked about how the decision was made to increase the minimum investment. The "minimum investment" was increased from \$10 million to \$15 million due to the number of requests received for an increase. After further evaluation of costs associated with buildings, lease space, ramp space, etc., the increase was determined to be reasonable.

4. **Items for Discussion**

1. FY2015 Municipal Airports Budget – James Burris
Refer to Presentation/Handouts
2. Semi-Annual Capital Improvement – Ruseena Johnson
Refer to Presentation/Handouts
3. 2nd Quarter Activity Report – Aaron Barth
Refer to Presentation/Handouts

5. **Announcements**

The June AAB meeting is cancelled; the July AAB meeting will be held at Alliance Airport; location details will be sent out.

6. **Staff Reports**

Meacham Airport – Jeff Kloska

- Seeking designation of Meacham Airport as a Customs User Fee airport; international aircraft will be able to clear customs at Meacham Airport 24/7. Revenue from the renovated Administration Building will cover the cost to have a staffed Customs Officer
- Texas Jet was voted in the top (5) FBOs in the country for the Pilot's Choice Award
- Meacham Airport's control tower was voted in the top (10) towers in the country for the Pilot's Choice Award

Spinks Airport – Aaron Barth

- Finishing up with the Eastside Ramp project; completed a final walk through last week; working on some drainage issues
- One side of the Alsbury Road entrance has been paved, allowing for traffic; hope to see the other side completed in the next month or two
- The new monument sign will be going up soon
- Just finished rolling the turf runway last week. This was done per a survey that was completed about a year and a half ago; tenants complained that it was bumpy. Airport staff received several compliments after the runway was rolled

Alliance Airport – Christian Childs

- Tarrant County College has finally decided on a formal name for their new training facility, Tarrant County College North West Center of Excellence for Aviation, Transportation and Logistics, beginning fall semester, 2014

7. **Citizens Presentations**

No Citizen presentations

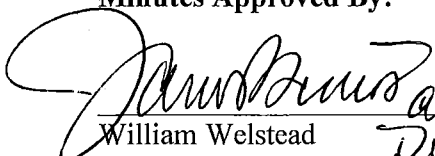
8. **Request for Future Agenda Items**

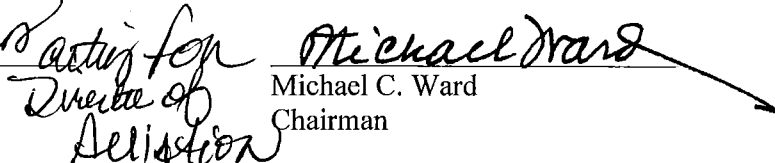
- Airport Helicopter Facility at Meacham Airport
- Update on Air Force One

9. **Adjournment**

With no further presentations or discussions, Chairman Ward adjourned the regular meeting of the Aviation Advisory Board Meeting at 5:13p.m., Thursday, May 15, 2014.

Minutes Approved By:


William Welstead
Director of Aviation

acting for

Michael C. Ward
Chairman